

**BY ORDER OF THE CHIEF,  
NATIONAL GUARD BUREAU**

**MANPOWER STANDARD 43C1T2**

**1 JULY 2001**



***Manpower Standard***

***SECURITY FORCES QUICK REACTION FORCE***

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This Air National Guard Manpower Standard (ANGMS) quantifies the manpower required to accomplish the tasks described in the process oriented description (POD) for varying levels of workload in the 204th Security Forces Squadron, Ft Bliss, TX. This ANGMS applies to the 204th Security Forces Squadron, Quick Reaction Force mission only. This standard applies to peacetime operations only. The Air National Guard (ANG) is the authority for the approval and publication of ANG Manpower Standards. Air Force (AF) and ANG directives contain policy and procedural guidance for the operation of the Security Forces Support function. This standard was developed in accordance with AF Instruction (AFI) 38-201, *Determining Manpower Requirements*, and AF Manual (AFMAN) 38-208, Volume 1, *Air Force Management Engineering Program (MEP) - Processes*, and AFMAN 38-208, Volume 2, *Air Force Management Engineering Program (MEP) - Quantification Tools*. Send comments and suggested improvements on AF IMT 847, *Recommendation for Change of Publication*, through channels, to ANG, Management Engineering Branch (ANG/XPME/Operating Location TN [OLTN]), 106 Briscoe Drive, McGhee Tyson ANG Base, TN 37777-6283.

## **1. STANDARD DATA.**

1.1. Approval Date: 1 July 2001.

1.2. Man-hour Data Source: Operational Audit method (historical record and technical estimate techniques).

1.3. Standard Man-hour Equation:  $Y = 1.000 + 16.00X$ .

1.4. Workload Factor.

1.4.1. Title: A Quick Reaction Force (QRF) Alert Team Authorized.

1.4.2. Definition: The average number of QRF Teams authorized to support the Air Force Alert Expeditionary Wings.

1.4.3. Source: Data maintained by ANG/DOF.

1.4.4. Points of Contact.

1.4.4.1. Functional: Major Daniel Steiner, ANG/204SFS

1.4.4.2. Manpower: Mr. Steve Griffith, ANG/XPME

## **2. APPLICATION INSTRUCTIONS.**

2.1. Step 1. Man-hour Equation. Apply the man-hour equation in Paragraph 1.3., to determine required man-hours.

2.2. Step 2. Man-hour Availability Factor (MAF). Divide the resulting man-hours by the appropriate MAF times the overload factor.

2.3. Step 3. Upper and Lower Extrapolation Limits:

2.3.1.  $Y_U = 75$ .

2.3.2.  $Y_L = 16$ .

2.4. Step 4. Air Force Specialty Codes (AFSC) Requirement. Use the Manpower Table Attachment 3 to determine required AFSCs.

**3. STATEMENT OF CONDITIONS.** The conditions listed below had no affect on the development of this standard: minimum response rates, minimum manpower levels, standardized crew complements, safety considerations, aircraft turn-around time, length of waiting periods, levels of backlog and hours of operation.

DANIEL JAMES III, Lieutenant General, USAF  
Director, Air National Guard

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

*References*

AFI 38-201, *Determining Manpower Requirements*

AFMAN) 38-208, Volume 1, *Air Force Management Engineering Program (MEP)-Processes*

AFMAN 38-208, Volume 2, *Air Force Management Engineering Program (MEP) - Quantification Tools*

AFMS 00AA, *Standard Indirect Description*

*Abbreviations and Acronyms*

**ABD** - Air Base Defense

**AF** - Air Force

**AFSC** - Air Force Specialty Codes

**ANG** - Air National Guard

**ANGMS** - Air National Guard Manpower Standard

**C&SRL** - Compliance and Standardization Requirement List

**FMB** - Financial Management Board

**MEP** - Management Engineering Program

**POD** - Process Oriented Description

**OJT** - On-The-Job Training

**QRF** - Quick Reaction Force

**SF** - Security Force

**SOP** - Standard Operating Procedures

**TCTO** - Time Compliance Technical Order

**TDY** - Temporary duty

**UTA** - Unit Training Assembly

**UTC** - Unit Type Codes

*Terms*

**Air National Guard Manpower Standard (ANGMS).** A numbered, specialized publication that quantifies manpower requirements for a work center. Also includes approved variances. See AFI 38-201.

**Man-hour.** A unit of measuring work. It is equivalent to one person working at a normal pace for 60 minutes, two people working at a normal pace for 30 minutes, or a similar combination of people working at a normal pace for a period of time equal to 60 minutes.

**Manpower Standard.** The basic tool used to determine the minimum level of manpower required to support a function. It is a quantitative expression that represents a work center's man-hour requirements in response to varying levels of workload.

**Process Oriented Description.** A format that shows work center responsibilities structured for easy measurement of work categories, tasks and subtasks.

**Attachment 2****PROCESS ORIENTED DESCRIPTION  
QUICK REACTION FORCE (QRF)****Table A2.1. Listing of Functional Processes.**

1.	QUICK REACTION FORCE (QRF) MANAGEMENT.
1.1.	RECEIVES AND IMPLEMENTS INSTRUCTION FROM THE COMMANDER.
1.2.	PLANS AND ORGANIZES ALL TACTICAL DEMONSTRATION EXERCISES.
1.3.	CONDUCTS TACTICAL PLANNING. Includes supervision and coordination of supporting plans.
1.4.	CONFERS WITH THE COMMANDER ON SQUADRON OPERATIONAL ISSUES.
1.5.	ENSURES COMPLIANCE AND STANDARDIZATION REQUIREMENT LISTS (C&SRL'S) ARE ADHERED TO WITHIN OPERATIONS.
1.6.	REVIEWS AND IMPLEMENTS ALL APPLICABLE AIR FORCE INSTRUCTIONS.
1.7.	ENSURES UNIT'S STANDARD OPERATING PROCEDURES (SOP) ARE IMPLEMENTED AND FOLLOWED.
1.8.	PREPARES ALTERNATE OPERATIONAL PLAN, AS REQUIRED.
1.9.	RECOMMENDS ALLOCATION AND PRIORITY FOR PERSONNEL, SUPPLIES AND EQUIPMENT.
1.10.	PROVIDES OVERSIGHT, GUIDANCE, AND ASSISTANCE TO THE COMMANDER REGARDING THE APPLICATION OF INFORMATION, FOR SECURITY FORCE (SF) PERSONNEL.
1.11.	ENFORCES STANDARD OF CONDUCT, DISCIPLINE, AND ADHERENCE TO LAWS AND DIRECTIVES.
1.12.	ESTABLISHES GUIDE AND CHECKLIST.
1.13.	FUNCTIONS AS THE COMMANDER'S PRIMARY AIR BASE DEFENSE (ABD) TACTICAL ADVISOR.

1.14.	MANAGES COMMAND POST. Sets up and operates according to established SOPs.
1.15.	DIRECTS SECURITY FORCES SQUADRON'S QRF. Leads, manages, supervises, trains, and directs all personnel assigned to the QRF.
1.1.5.1.	SUPERVISES IMPLEMENTATION OF THE DAILY TRAINING SCHEDULE.
1.1.5.2.	ENSURES PERSONNEL ARE ASSIGNED AND TRAINED ON ALL WEAPON SYSTEMS APPLICABLE TO THE QRF.
1.1.5.3.	ORIENTS ALL NEWLY ASSIGNED PERSONNEL.
1.16.	PLANS AND IMPLEMENTS THE MONTHLY TRAINING SCHEDULE.
1.17.	ENSURES THE ON-THE-JOB (OJT) PROGRAM IS IMPLEMENTED AND ADHERED TO.
1.18.	TRAINS AND MAINTAINS EFFICIENCY ON ALL FOUR UNIT TYPE CODES (UTC) ASSIGNED TO THE QRF.
1.18.1.	TRAINS QRF ON 81MM MORTARS.
1.18.2.	TRAINS QRF ON MK 19 GRENADE MACHINE GUN.
1.18.3.	TRAINS QRF ON M2 .50 CALIBER MACHINE GUN.
1.18.4.	TRAINS QRF ON FIRE DIRECTION CENTER.
1.19.	MAINTAINS APPROPRIATE QRF RECORDS.
1.20.	MANAGES QRF TRAINING PROGRAM, DIRECTIVE AND ORDER.
1.20.1.	SUPERVISES INDIVIDUAL TRAINING.
1.20.2.	EVALUATES SKILL PERFORMANCE.
1.20.3.	MONITORS ALL SUBORDINATE'S PROGRESS.
1.20.4.	SERVES AS TASK CERTIFIER.
1.20.5.	UPDATES COMPUTER-BASED CHARTS AND GRAPHS.
1.20.6.	PREPARES LESSON PLANS.

1.21.	PROVIDES MANAGEMENT TRAINING TO THE SQUAD AND FIRE TEAM LEADER.
1.22.	DIRECTS TACTICAL FIELD OPERATION.
2.	UNIT DEPLOYMENT.
2.1.	DEPLOYS AND LEADS QRF PERSONNEL.
2.2.	EXECUTES AND SUPERVISES ROUTINE ABD OPERATION, FORCE ORGANIZATION AND TRAINING.
2.3.	SUPERVISES QRF WORK PRIORITIES. Oversees operation and monitors training and communications within the ABD environment.
2.4.	INSPECTS CREW-SERVE WEAPONS EMPLACEMENT.
2.5.	LEADS TASK-ORGANIZED ELEMENTS OR SUB-UNITS ON MISSIONS DESIGNATED BY THE COMMANDER OR FLIGHT LEADER.
3.	MEETING.
3.1.	PREPARES FOR MEETING. Gathers information. Organizes material needed to conduct or participate in meeting, briefing, conference, or board.
3.2.	CONDUCTS OR ATTENDS MEETING. Conducts or attends meeting, briefing, conference, or board.
4.	SQUAD/FIRE TEAM LEADER.
4.1.	TRAINS SQUAD/FIRE TEAM ON INDIVIDUAL AND COLLECTIVE TASKS REQUIRED TO SUSTAIN COMBAT EFFECTIVENESS.
4.2.	MANAGES THE LOGISTICAL AND ADMINISTRATIVE NEEDS OF SQUAD/FIRE TEAM.
4.3.	MAINTAINS TRAINING AND MOBILITY RECORDS.
4.4.	MAINTAINS ACCOUNTABILITY FOR AIRMAN AND EQUIPMENT.
4.5.	DIRECTS THE MAINTENANCE OF WEAPONS AND EQUIPMENT.
4.5.1.	INSPECTS THE CONDITION OF WEAPONS, CLOTHING AND EQUIPMENT DAILY.
4.5.2.	ENSURES THAT MATERIAL AND SUPPLIES ARE DISTRIBUTED TO ALL PERSONNEL WITHIN THE SQUAD/FIRE TEAM.

4.5.3.	INFORMS FLIGHT SERGEANT ON THE SQUAD/FIRE TEAM OF SUPPLY STATUS AND INDIVIDUAL REQUIREMENTS.
4.6.	PREPARES LESSON PLAN FOR SQUAD/FIRE TEAM TRAINING.
4.6.1.	MAINTAINS PROFICIENCY ON ALL QRF UTC.
4.6.2.	CONDUCTS WEAPONS QUALIFICATION.
4.6.2.1.	CONDUCTS TRAINING FOR M81 MORTAR.
4.6.2.2.	CONDUCTS TRAINING FOR MK19 GRENADE LAUNCHER.
4.6.2.3.	CONDUCTS TRAINING FOR M2 .50 CALIBER MACHINE GUN.
4.6.2.4.	CONDUCTS TRAINING FOR M16A SEMI-AUTOMATIC RIFLE.
4.6.2.5.	CONDUCTS TRAINING FOR M9 PISTOL.
4.6.2.6.	CONDUCTS TRAINING FOR M249 AUTOMATIC RIFLE.
4.6.2.7.	CONDUCTS TRAINING FOR M60 MACHINE GUN.
4.6.2.8.	CONDUCTS TRAINING FOR M203 GRENADE LAUNCHER.
5.	SQUAD/FIRE TEAM.
5.1.	MAINTAINS PROFICIENCY ON ALL QRF UNIT TYPE CODES (UTC).
5.2.	MAINTAINS WEAPONS QUALIFICATION.
5.2.1.	ATTENDS/COMPLETES TRAINING FOR M81 MORTAR.
5.2.2.	ATTENDS/COMPLETES TRAINING FOR MK19 GRENADE LAUNCHER.
5.2.3.	ATTENDS/COMPLETES TRAINING FOR M2 .50 CALIBER MACHINE GUN.
5.2.4.	ATTENDS/COMPLETES TRAINING FOR M16A SEMI-AUTOMATIC RIFLE.
5.2.5.	ATTENDS/COMPLETES TRAINING FOR M9 PISTOL.
5.2.6.	ATTENDS/COMPLETES TRAINING FOR M249 AUTOMATIC RIFLE.
5.2.7.	ATTENDS/COMPLETES TRAINING FOR M60 MACHINE GUN.
5.2.8.	ATTENDS/COMPLETES TRAINING FOR M203 GRENADE LAUNCHER.



6.	EQUIPMENT/WEAPON MAINTENANCE. Maintains all personal and QRF equipment/weapon.
7.	PHYSICAL FITNESS: Participates in rigorous physical fitness training program.
8.	UNIT TRAINING ASSEMBLY (UTA) AND MOBILITY. Performs planning and scheduling tasks associated with preparation for UTA and mobility requirement.
9.	TEMPORARY DUTY (TDY) TRAVEL. Performs TDY travel to perform official job-oriented duty.
10.	INDIRECT: Indirect work involves those tasks that are not readily identifiable with the work center's specific product or service. The major categories of standard indirect work are Supervision, Administration, Meeting, Training, Supply, Equipment Maintenance, and Cleanup. See AFMS 00AA, <i>Standard Indirect Description</i> , for the standard indirect description.

## Attachment 3

## MANPOWER TABLE

Table A3.1. Standard Manpower Table.

WORK CENTER/FAC SFS Quick Reaction Force, FAC/43C1T2		APPLICABILITY MANPOWER RANGE 16 – 75					
Air Force Specialty Title	AFSC	Grade	Manpower Requirement				
Tac Air Comd and Con Crfts	1C471	AGR	2	3	4	5	
SFS Superintendent	3P091	AGR	1	1	1	1	
SFS Craftsman	3P071	AGR	4	8	12	16	
SFS Journeyman	3P051	AGR	10	21	32	43	
Total			17	33	49	65	

**NOTE.** AFSCs may be adjusted at the discretion of the Commander.